



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

28 November 2018

Emma Best  
MuckRock News, Dept. MR 56255  
411A Highland Avenue  
Somerville, MA 02144

Subject: FOIA Tracking # 2019-00316

Dear Ms. Best:

This letter is in response to records we received from the National Archives and Records Administration (NARA) on October 15, 2018. You initially filed a request for records from NARA regarding copies of all drafted, submitted or received SF-311 forms produced in the year prior to the receipt of this FOIA request. The National Archives and Records Administration discovered records that belonged to OPM and requested that OPM review those records for a direct response to you.

After a thorough review of those records, we are releasing forty-two (47) documents in full with no redactions.

You have the right to appeal this determination. Should you wish to do so, pursuant to 5 CFR 294.110, you must send a copy of your initial request, a copy of the letter denying the request, and a statement as to why you believe the denying official erred within 90 days from the date of this letter to:

U.S. Office of Personnel Management  
Office of General Counsel  
1900 E Street, NW  
Washington, DC 20415

Both the front of the envelope and the first page of your letter should be marked "FOIA Appeal."

The Office of Government Information Services (OGIS) was created to offer mediation services to resolve disputes between FOIA requesters and federal agencies as a non-exclusive alternative to litigation. You may contact OGIS in any of the following ways:

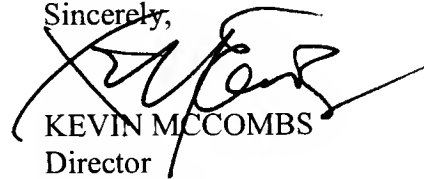
The U.S. National Archives and Records Administration  
Office of Government Information Services  
8601 Adelphi Road - OGIS  
College Park, MD 20740-6001

Telephone: 202-741-5770 or 1-877-684-6448  
Fax: 202-741-5769OGIS  
Email: [ogis@nara.gov](mailto:ogis@nara.gov)

You may also seek additional assistance from OPM's Public Liaison. The OPM FOIA Public Liaison can be reached as follows:

Email: [foia@opm.gov](mailto:foia@opm.gov)  
Telephone Hotline: 202-606-1153

Sincerely,



KEVIN MCCOMBS  
Director  
Security Services

<b>AGENCY INFORMATION SECURITY PROGRAM DATA</b>				1. PERIOD COVERED				INTERAGENCY REPORT CONTROL NUMBER  <b>0230-GSA-AN</b>					
				A. FROM 10-1-94		B. TO 9-30-95							
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT  U.S. Office of Personnel Management				3. CONTACT FOR ADDITIONAL INFORMATION (Name, office and telephone no.)  James S. Conners, Chief Security Services (202) 606-2007									
4. SENIOR OFFICIAL (Section 5.3, E.O. 12356)  Lynn Furman, Assistant Director for <del>Contracting and Administrative Services</del>													
5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES													
A. TOP SECRET  N/A			B. SECRET  N/A			C. CONFIDENTIAL  N/A			D. TOTAL  N/A				
6. ADDITIONAL DECLASSIFICATION AUTHORITIES													
A. TOP SECRET  N/A			B. SECRET  N/A			C. CONFIDENTIAL  N/A			D. TOTAL  N/A				
7. CLASSIFICATION DECISIONS		ORIGINAL									DERIVATIVE		
		DATE OR EVENT  (a)			ORIGINATING AGENCY'S DETERMINATION REQUIRED (O.A.D.R.)  (b)								
A. TOP SECRET		N/A			N/A			0					
B. SECRET		N/A			N/A			1					
C. CONFIDENTIAL		N/A			N/A			0					
8. MANDA- TORY REVIEW REQUESTS AND APPEALS		CASES FOR WHICH AGENCY IS RESPONSIBLE FOR FINAL DECISION											
		CASES CARRIED OVER FROM PREVIOUS PERIOD  (a)	NEW CASES RECEIVED  (b)	DECLASSIFICATION DECISIONS (Report in cases, documents, and pages)									CASES CARRIED OVER TO NEXT PERIOD  (f)
				GRANTED IN FULL  (c)			GRANTED IN PART  (d)			DENIED  (e)			
				CASES	DOCS.	PAGES	CASES	DOCS.	PAGES	CASES	DOCS.	PAGES	
A. REQUESTS		0	0	0	0	0	0	0	0	0	0		
B. APPEALS		0	0	0	0	0	0	0	0	0	0		
9. SYSTEMATIC REVIEW FOR DECLASSIFICATION (In pages)										10. NUMBER OF FORMAL INSPECTIONS, SURVEYS, OR PROGRAM REVIEWS			
A. REVIEWED  0				B. DECLASSIFIED  0									
11. NUMBER OF INFRACTIONS INVOLVING:													
A. OVERCLASSIFICATION  0			B. UNDERCLASSIFICATION  0			C. CLASSIFICATION WITHOUT AUTHORITY  0			D. MISMARKING  0				
E. IMPROPER DESTRUCTION  0		F. UNAUTHORIZED ACCESS  0		G. IMPROPER STORAGE  0		H. IMPROPER REPRODUCTION  0		I. IMPROPER TRANSMISSION  0		J. OTHER (Elaborate under Item 12)  0			
12. REMARKS													

<b>AGENCY INFORMATION SECURITY PROGRAM DATA</b>				1. PERIOD COVERED			INTERAGENCY REPORT CONTROL NUMBER  <b>0230-GSA-AN</b>							
				A. FROM 11-1-95		B. TO 11-1-96								
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT  U.S. Office of Personnel Management				3. CONTACT FOR ADDITIONAL INFORMATION (Name, office and telephone no.) James S. Conners, Chief, Security Services (202) 606-2007										
4. SENIOR OFFICIAL (Section 5.3, E.O. 12356)  Lynn L. Furman, Director Office of Contracting and Admin. Services														
5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES														
A. TOP SECRET  0		B. SECRET  0		C. CONFIDENTIAL  0			D. TOTAL  0							
6. ADDITIONAL DECLASSIFICATION AUTHORITIES														
A. TOP SECRET  0		B. SECRET  0		C. CONFIDENTIAL  0			D. TOTAL  0							
7. CLASSIFICATION DECISIONS		ORIGINAL						DERIVATIVE						
		DATE OR EVENT (a)			ORIGINATING AGENCY'S DETERMINATION REQUIRED (O.A.D.R.) (b)									
A. TOP SECRET		0			0			0						
B. SECRET		0			0			0						
C. CONFIDENTIAL		0			0			0						
8. MANDATORY REVIEW REQUESTS AND APPEALS														
CASES FOR WHICH AGENCY IS RESPONSIBLE FOR FINAL DECISION														
CASES CARRIED OVER FROM PREVIOUS PERIOD (a)		NEW CASES RECEIVED (b)		DECLASSIFICATION DECISIONS (Report in cases, documents, and pages)									CASES CARRIED OVER TO NEXT PERIOD (f)	
				GRANTED IN FULL (c)			GRANTED IN PART (d)			DENIED (e)				
				CASES	DOCS.	PAGES	CASES	DOCS.	PAGES	CASES	DOCS.	PAGES		
A. REQUESTS		0		0		0	0	0	0	0	0	0	0	0
B. APPEALS		0		0		0	0	0	0	0	0	0	0	0
9. SYSTEMATIC REVIEW FOR DECLASSIFICATION (In pages)										10. NUMBER OF FORMAL INSPECTIONS, SURVEYS, OR PROGRAM REVIEWS				
A. REVIEWED  0					B. DECLASSIFIED  0									
11. NUMBER OF INFRACTIONS INVOLVING:														
A. OVERCLASSIFICATION  0			B. UNDERCLASSIFICATION  0			C. CLASSIFICATION WITHOUT AUTHORITY  0			D. MISMARKING  0					
E. IMPROPER DESTRUCTION  0		F. UNAUTHORIZED ACCESS  0		G. IMPROPER STORAGE  0		H. IMPROPER REPRODUCTION  0		I. IMPROPER TRANSMISSION  0		J. OTHER (Elaborate under Item 12)  0				
12. REMARKS														

(IMPORTANT — Read instructions on reverse before completing this form)						INTERAGENCY REPORT CONTROL NUMBER <b>0230-NAR-AN</b>	
<b>AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA</b>						<b>1. FISCAL YEAR COVERED</b> 1997	
<b>2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT</b>  U.S. Office of Personnel Management				<b>3. CONTACT FOR ADDITIONAL INFORMATION</b> (Name, office and telephone no.)  James S. Connors, Chief, Security Services (202) 606-2007			
<b>4. SENIOR AGENCY OFFICIAL</b> (Section 5.8, E.O. 12958)  Donna Beecher, Assistant Director for Contracting and Administrative Services							
<b>5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES</b>							
<b>A. TOP SECRET</b>  0		<b>B. SECRET</b>  0		<b>C. CONFIDENTIAL</b>  0		<b>D. TOTAL</b>  0	
<b>6. NUMBER OF CLASSIFICATION DECISIONS</b>							
<b>CLASSIFICATION LEVEL</b>		<b>ORIGINAL CLASSIFICATION</b>				<b>DERIVATIVE</b>	
		<b>DECLASSIFY IN 10 YEARS OR LESS</b> (a)		<b>EXEMPT FROM DECLASSIFICATION IN 10 YEARS</b> (b)			
<b>A. TOP SECRET</b>		0		0		0	
<b>B. SECRET</b>		0		0		0	
<b>C. CONFIDENTIAL</b>		0		0		0	
<b>7. MANDATORY REVIEW REQUESTS</b>		<b>CASES CARRIED OVER FROM THE PREVIOUS PERIOD</b> (a)	<b>NEW CASES RECEIVED</b> (b)	<b>CASES CARRIED OVER TO NEXT PERIOD</b> (c)	<b>DECLASSIFICATION DECISIONS</b> (Report in pages)		
					<b>GRANTED IN FULL</b> (d)	<b>GRANTED IN PART</b> (e)	<b>DENIED</b> (f)
<b>A. REQUESTS</b>		0	0	0	0	0	0
<b>B. APPEALS</b>		0	0	0	0	0	0
<b>8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC REVIEW FOR DECLASSIFICATION</b> (Sections 3.4 and 3.5 of EO 12958)  0				<b>9. INTERNAL AGENCY OVERSIGHT</b> Number of Formal Inspections, Surveys, or Program Reviews  0			
<b>10. EXPLANATORY COMMENTS</b> (Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to form.)      							

<b>(IMPORTANT — Read instructions on reverse before completing this form)</b>		INTERAGENCY REPORT CONTROL NUMBER <b>0230-NAR-AN</b>				
<b>AGENCY SECURITY CLASSIFICATION                  MANAGEMENT PROGRAM DATA</b>			1. FISCAL YEAR COVERED  1998			
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT  U.S. Office of Personnel Management		3. CONTACT FOR ADDITIONAL INFORMATION (Name, office and telephone no.)  James S. Conners, Chief, Security Services (202) 606-2007				
4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958) Kirke Harper, Chief, Office of Contracting and Administrative Services						
<b>5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES</b>						
A. TOP SECRET <div style="text-align: center;">0</div>	B. SECRET <div style="text-align: center;">0</div>	C. CONFIDENTIAL <div style="text-align: center;">0</div>	D. TOTAL <div style="text-align: center;">0</div>			
<b>6. NUMBER OF CLASSIFICATION DECISIONS</b>						
CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION		DERIVATIVE			
	DECLASSIFY IN 10 YEARS OR LESS (a)	EXEMPT FROM DECLASSIFICATION IN 10 YEARS (b)				
A. TOP SECRET	0	0	0			
B. SECRET	0	0	0			
C. CONFIDENTIAL	0	0	0			
7. MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)		
				GRANTED IN FULL (d)	GRANTED IN PART (e)	DENIED (f)
A. REQUESTS	0	0	0	0	0	0
B. APPEALS	0	0	0	0	0	0
8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)			9. INTERNAL AGENCY OVERSIGHT Number of Formal Inspections, Surveys, or Program Reviews			
0			0			
<b>10. EXPLANATORY COMMENTS</b>						
(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to form.)						



(IMPORTANT - Read instructions on reverse before completing this form)

INTERAGENCY REPORT  
CONTROL NUMBER  
0230-NAR-AN

AGENCY SECURITY CLASSIFICATION  
MANAGEMENT PROGRAM DATA

1. FISCAL YEAR COVERED  
2000

2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT

U. S. Office of Personnel Management

4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958)

Steve Van Rees, Director  
Office of Contracting and Administrative Serv.

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.)

Gary M. Jacobs, Team Leader  
Security and Customer Service Team  
(202) 606-2007

5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

A. TOP SECRET	B. SECRET	C. CONFIDENTIAL	D. TOTAL
0	0	0	0

6. NUMBER OF CLASSIFICATION DECISIONS

CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION		DERIVATIVE
	DECLASSIFY IN 10 YEARS OR LESS (a)	EXEMPT FROM DECLASSIFI- CATION IN 10 YEARS (b)	
A. TOP SECRET	0	0	0
B. SECRET	0	0	0
C. CONFIDENTIAL	0	0	0

7. MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)		
				GRANTED IN FULL (d)	GRANTED IN PART (e)	DENIED (f)
A. REQUESTS	0	0	0	0	0	0
B. APPEALS	0	0	0	0	0	0

8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC  
REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)

0

9. INTERNAL AGENCY OVERSIGHT

Number of Formal Inspections, Surveys, or Program Reviews

0

10. EXPLANATORY COMMENTS

(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to



(IMPORTANT - Read instructions on reverse before completing this form)				INTERAGENCY REPORT CONTROL NUMBER <div style="text-align: center;">0230-NAR-AN</div>	
<b>AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA</b>				1. FISCAL YEAR COVERED <div style="text-align: center;">FY 2001</div>	
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT <div style="text-align: center;">U. S. Office of Personnel Management</div>			3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.) <div style="text-align: center;">Gary M. Jacobs, Team Leader Security and Customer Service Team (2020 606-2007)</div>		
4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958) <div style="text-align: center;">Steve Van Rees, Director Office of Contracting and Adm. Services</div>					
5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES					
A. TOP SECRET <div style="text-align: center;">N/A</div>		B. SECRET <div style="text-align: center;">N/A</div>		C. CONFIDENTIAL <div style="text-align: center;">N/A</div>	
D. TOTAL <div style="text-align: center;">N/A</div>					
6. NUMBER OF CLASSIFICATION DECISIONS					
ORIGINAL CLASSIFICATION					
CLASSIFICATION LEVEL	DECLASSIFY IN 10 YEARS OR LESS (a)		EXEMPT FROM DECLASSIFI- CATION IN 10 YEARS (b)		DERIVATIVE
A. TOP SECRET	0		0		3
B. SECRET	0		0		0
C. CONFIDENTIAL	0		0		0
7. MANDATORY REVIEW REQUESTS					
	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)	
				GRANTED IN FULL (d)	GRANTED IN PART (e)
	(f)				
A. REQUESTS	0	0	0	0	0
B. APPEALS	0	0	0	0	0
8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)			9. INTERNAL AGENCY OVERSIGHT Number of Formal Inspections, Surveys, or Program Reviews		
0			0		
10. EXPLANATORY COMMENTS					
(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to					

(IMPORTANT - Read instructions on reverse before completing this form)				INTERAGENCY REPORT CONTROL NUMBER <b>0230-NAR-AN</b>		
AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA				1. FISCAL YEAR COVERED <b>2002</b>		
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT <b>U.S. Office of Personnel Management</b>				3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.) <b>Wayne P. Steneck, Acting Team Leader</b> <b>Security &amp; Customer Service Team</b> <b>(202) 606-2007</b>		
4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958) <b>Steve Van Rees, Director</b> <b>Office of Contracting &amp; Admin Serv</b>						
5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES						
A. TOP SECRET <b>1</b>	B. SECRET <b>0</b>	C. CONFIDENTIAL <b>0</b>	D. TOTAL <b>0</b>			
6. NUMBER OF CLASSIFICATION DECISIONS						
ORIGINAL CLASSIFICATION						
CLASSIFICATION LEVEL	DECLASSIFY IN 10 YEARS OR LESS (a)	EXEMPT FROM DECLASSIFI- CATION IN 10 YEARS (b)		DERIVATIVE		
A. TOP SECRET	<b>0</b>	<b>0</b>		<b>0</b>		
B. SECRET	<b>0</b>	<b>0</b>		<b>0</b>		
C. CONFIDENTIAL	<b>0</b>	<b>0</b>		<b>0</b>		
7. MANDATORY REVIEW REQUESTS						
	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)		
				GRANTED IN FULL (d)	GRANTED IN PART (e)	DENIED (f)
A. REQUESTS	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
B. APPEALS	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
8. PAGES DECLASSIFIED - AUTOMATIC DECLASSIFICATION AND SYSTEMATIC REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958) <b>0</b>				9. INTERNAL AGENCY OVERSIGHT Number of Formal Inspections, Surveys, or Program Reviews <b>0</b>		
10. EXPLANATORY COMMENTS						
(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to						

(IMPORTANT - Read instructions on reverse before completing this form)					INTERAGENCY REPORT CONTROL NUMBER  <b>0230-NAR-AN</b>	
AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA					1. FISCAL YEAR COVERED  <b>FY 2003</b>	
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT  <b>USOPM</b>			3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.)  <b>William L. MAROJY</b> <b>CSEA</b> <b>(724) 794-7114</b>			
4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958)  <b>THOMAS L. FORMAN, DAD, CSEA</b>						
5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES						
A. TOP SECRET  <b>Ø</b>	B. SECRET  <b>Ø</b>	C. CONFIDENTIAL  <b>Ø</b>	D. TOTAL  <b>Ø</b>			
6. NUMBER OF CLASSIFICATION DECISIONS						
CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION					
	DECLASSIFY IN 10 YEARS OR LESS  (a)	EXEMPT FROM DECLASSIFI- CATION IN 10 YEARS  (b)	DERIVATIVE			
A. TOP SECRET	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>			
B. SECRET	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>			
C. CONFIDENTIAL	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>			
7. MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD  (a)	NEW CASES RECEIVED  (b)	CASES CARRIED OVER TO NEXT PERIOD  (c)	DECLASSIFICATION DECISIONS (Report in pages)		
				GRANTED IN FULL  (d)	GRANTED IN PART  (e)	DENIED  (f)
A. REQUESTS	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>
B. APPEALS	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>
8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)			9. INTERNAL AGENCY OVERSIGHT Number of Formal Inspections, Surveys, or Program Reviews			
<b>Ø</b>			<b>2</b>			
10. EXPLANATORY COMMENTS (Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to						
<i>The USOPM is not an originator of any classified material and does not possess classification authority. However, we do possess a small amount of classified material generated by the agencies and used for USOPM internal operations.</i>						

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1. Enter the Fiscal Year that this report covers. FISCAL YEAR 2004
2. Identify the Department, Independent agency or Establishment that is covered by this report. U.S. OFFICE OF PERSONNEL MANAGEMENT
3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report. THOMAS L. FORMAN DEPUTY ASSOCIATE DIRECTOR CENTER FOR SECURITY AND EMERGENCY ACTIONS PHONE: (202) 606-1806; FAX: (202) 418-3349; EMAIL: thomas.forman@opm.gov
4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report. URLINE M. RICHARDSON INFORMATION SECURITY SPECIALIST (202) 606-1165; FAX: (202) 606-2241 urline.richardson@opm.gov

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 0
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 0

## PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. [Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14. 0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 0

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. [Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

19. Enter the number of derivative TOP SECRET classifications during the reporting period.	19 6
20. Enter the number of derivative SECRET classifications during the reporting period.	20. 5
21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.	21. 0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 11

Identify the Department, independent agency or establishment that is covered by this report.  
U.S. OFFICE OF PERSONNEL MANAGEMENT

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23.	0
-----	---

24.

25.

26.

27.

28.

29.	0
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30.	0
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31.	0
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32.

33.	0
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34.

35.

36.

37. 0

38.

39. 1

40.

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1.	Enter the Fiscal Year that this report covers.  FISCAL YEAR 2005
2.	Identify the Department, Independent agency or Establishment that is covered by this report.  U S OFFICE OF PERSONNEL MANAGEMENT
3.	Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.  THOMAS L. FORMAN, CPP DEPUTY ASSOCIATE DIRECTOR CENTER FOR SECURITY AND EMERGENCY ACTIONS PHONE: (202) 606-1806; FAX: (202) 418-3349; EMAIL: thomas.forman@opm.gov
4.	Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report.  URLINE M. RICHARDSON INFORMATION SECURITY SPECIALIST PHONE: (202) 606-9498; FAX: (202) 606-0624 urline.richardson@opm.gov

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 0
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 0

## PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. [Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14. 0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 0

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. [Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

19. Enter the number of derivative TOP SECRET classifications during the reporting period.	19 3
20. Enter the number of derivative SECRET classifications during the reporting period.	20. 0
21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.	21. 1
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 4

Enter the Fiscal Year that this report covers.

FISCAL YEAR 2005

Identify the Department, independent agency or establishment that is covered by this report.

U S OFFICE OF PERSONNEL MANAGEMENT

### PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.	23. 0
24. Enter the number of new requests received during the reporting period.	24. 0
25. Enter the number of requests carried over to the next reporting period.	25. 0
26. Enter the number of appeals carried over from the previous reporting period.	26. 0
27. Enter the number of new appeals received during the reporting period.	27. 0
28. Enter the number of appeals carried over to the next reporting period.	28. 0

### PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of requested pages that were declassified in full.	29. 0
30. Enter the number of requested pages that were declassified in part.	30. 0
31. Enter the number of requested pages that were denied declassification.	31. 0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32. 0
33. Enter the number of appealed pages that were declassified in full.	33. 0
34. Enter the number of appealed pages that were declassified in part.	34. 0
35. Enter the number of appealed pages that were denied declassification.	35. 0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36. 0

### PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO12958, as amended.	37. 0
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38. 0

### PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39. 31
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40. 0

### PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

## AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

### PART A: Identifying Information

<b>1. Enter the Fiscal Year that this report covers.</b> FY- 2006	
<b>2. Identify the Department, Independent agency or Establishment that is covered by this report.</b> U. S. Office of Personnel Management	
<b>3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">           Thomas L. Fomen, CPP            1900 E. St NW            Room 1300            Washington, D.C. 20415         </div> <div style="width: 45%;">           Phone: 202-606-1806            Fax: 202-418-3349            E-mail: thomas.fomen@opm.gov         </div> </div>	
<b>4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report.</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">           Robert E. Gift            1900 E. St NW            Room SB427            Washington, D.C. 20415         </div> <div style="width: 45%;">           Phone: 202-606-9500            Fax: 202-606-2524            E-mail: robert.gift@opm.gov         </div> </div>	

### PART B: Officials with Original Classification Authority

<b>5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.</b>	<b>5.</b> 0
<b>6. Enter the number of agency officials whose highest level of original classification authority is SECRET.</b>	<b>6.</b> 0
<b>7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.</b>	<b>7.</b> 0
<b>8. Total number of officials with original classification authority. (Sum of blocks 5, 6, &amp; 7)</b>	<b>8.</b> 0

### PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

<b>9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.</b>	<b>9.</b> 0
<b>10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.</b>	<b>10.</b> 0
<b>11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 &amp; 10)</b>	<b>11.</b> 0
<b>12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.</b>	<b>12.</b> 0
<b>13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.</b>	<b>13.</b> 0
<b>14. Total number of SECRET original classification decisions. (Sum of blocks 12 &amp; 13)</b>	<b>14.</b> 0
<b>15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.</b>	<b>15.</b> 0
<b>16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.</b>	<b>16.</b> 0
<b>17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 &amp; 16)</b>	<b>17.</b> 0
<b>18. Total number of original classification decisions. (Sum of blocks 11, 14, &amp; 17)</b>	<b>18.</b> 0

### PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

<b>19. Enter the number of derivative TOP SECRET classifications during the reporting period.</b>	<b>19.</b> 20
<b>20. Enter the number of derivative SECRET classifications during the reporting period.</b>	<b>20.</b> 4
<b>21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.</b>	<b>21.</b> 4
<b>22. Total number of derivative classification decisions. (Sum of blocks 19, 20, &amp; 21)</b>	<b>22.</b> 28



Enter the Fiscal Year that this report covers.

FY-2006

Identify the Department, independent agency or establishment that is covered by this report.  
U. S. Office of Personnel Management**PART E: Mandatory Declassification Review Requests and Appeals**

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.	23. 0
24. Enter the number of new requests received during the reporting period.	24. 2
25. Enter the number of requests carried over to the next reporting period.	25. 0
26. Enter the number of appeals carried over from the previous reporting period.	26. 0
27. Enter the number of new appeals received during the reporting period.	27. 0
28. Enter the number of appeals carried over to the next reporting period.	28. 0

**PART F: Mandatory Declassification Review Decisions in Pages**

29. Enter the number of requested pages that were declassified in full.	29. 40
30. Enter the number of requested pages that were declassified in part.	30. 0
31. Enter the number of requested pages that were denied declassification.	31. 0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32. 40
33. Enter the number of appealed pages that were declassified in full.	33. 0
34. Enter the number of appealed pages that were declassified in part.	34. 0
35. Enter the number of appealed pages that were denied declassification.	35. 0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36. 0

**PART G: Automatic Declassification and Systematic Review**

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO 12958, as amended.	37. 0
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38. 0

**PART H: Internal Agency Oversight**

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39. 35
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40. 0

**PART I: Explanatory Comments**

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1. Enter the Fiscal Year that this report covers.

FY 07

2. Identify the Department, independent agency or Establishment that is covered by this report.

U.S. Office of Personnel Management

3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.

Richard S. Eligan  
Chief, Security Services Group  
Center for Security and Emergency Actions

4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report.

Christine V. Hamilton Phone: 202-606-1165  
1900 E Street NW Secure Fax: 202-606-2524 Non-Secure: 202-418-3349  
Room 1300 E-mail: christine.hamilton@opm.gov  
Washington, DC 20415

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.

5.

0

6. Enter the number of agency officials whose highest level of original classification authority is SECRET.

6.

0

7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.

7.

0

8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

8.

## PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. [Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

9.

0

10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

10.

0

11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)

11.

12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

12.

0

13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

13.

0

14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)

14.

15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.

15.

0

16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

16.

0

17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)

17.

18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)

18.

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. [Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

19. Enter the number of derivative TOP SECRET classifications during the reporting period.

19.

1

20. Enter the number of derivative SECRET classifications during the reporting period.

20.

0

21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.

21.

0

22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

22.

Enter the Fiscal Year that this report covers.

FY 07

Identify the Department, independent agency or establishment that is covered by this report.  
U.S. Office of Personnel Management

### PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.	23. 0
24. Enter the number of new requests received during the reporting period.	24. 0
25. Enter the number of requests carried over to the next reporting period.	25. 0
26. Enter the number of appeals carried over from the previous reporting period.	26. 0
27. Enter the number of new appeals received during the reporting period.	27. 0
28. Enter the number of appeals carried over to the next reporting period.	28. 0

### PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of requested pages that were declassified in full.	29. 0
30. Enter the number of requested pages that were declassified in part.	30. 0
31. Enter the number of requested pages that were denied declassification.	31. 0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32.
33. Enter the number of appealed pages that were declassified in full.	33. 0
34. Enter the number of appealed pages that were declassified in part.	34. 0
35. Enter the number of appealed pages that were denied declassification.	35. 0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36.

### PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO12958, as amended.	37. 0
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38. 0

### PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39. 1
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40. 0

### PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

<b>1. Enter the Fiscal Year that this report covers.</b> 2008	
<b>2. Identify the Department, Independent agency or Establishment that is covered by this report.</b> Office of Personnel Management (OPM)	
<b>3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.</b> Dean S. Hunter 1900 E Street N.W. Deputy Associate Director Room 1300 Phone: 202-606-3130 Center for Security And Emergency Actions (CSEA) Washington, DC 20415	
<b>4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report.</b> Christine V. Hamilton 1900 E Street, N.W. Information Security Officer Room 1300 Center for Security and Emergency Actions (CSEA) Washington, DC 20415 Secure Fax: 202-606-2524/Non-Secure: 202-418-3349	
<b>5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.</b> 5. 0	
<b>6. Enter the number of agency officials whose highest level of original classification authority is SECRET.</b> 6. 0	
<b>7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.</b> 7. 0	
<b>8. Total number of officials with original classification authority. (Sum of blocks 5, 6, &amp; 7)</b>	
<b>9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.</b> 9. 0	
<b>10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.</b> 10. 0	
<b>11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 &amp; 10)</b>	
<b>12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.</b> 12. 0	
<b>13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.</b> 13. 0	
<b>14. Total number of SECRET original classification decisions. (Sum of blocks 12 &amp; 13)</b>	
<b>15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.</b> 15. 0	
<b>16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.</b> 16. 0	
<b>17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 &amp; 16)</b>	
<b>18. Total number of original classification decisions. (Sum of blocks 11, 14, &amp; 17)</b>	
<b>19. Enter the number of derivative TOP SECRET classifications during the reporting period.</b> 19. 0	
<b>20. Enter the number of derivative SECRET classifications during the reporting period.</b> 20. 0	
<b>21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.</b> 21. 0	
<b>22. Total number of derivative classification decisions. (Sum of blocks 19, 20, &amp; 21)</b>	

Enter the Fiscal Year that this report covers.

Identify the Department, independent agency or establishment that is covered by this report.

OPM

### PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.

23.

0

24. Enter the number of new requests received during the reporting period.

24.

0

25. Enter the number of requests carried over to the next reporting period.

25.

0

26. Enter the number of appeals carried over from the previous reporting period.

26.

0

27. Enter the number of new appeals received during the reporting period.

27.

0

28. Enter the number of appeals carried over to the next reporting period.

28.

0

### PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of requested pages that were declassified in full.

29.

0

30. Enter the number of requested pages that were declassified in part.

30.

0

31. Enter the number of requested pages that were denied declassification.

31.

0

32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)

32.

33. Enter the number of appealed pages that were declassified in full.

33.

0

34. Enter the number of appealed pages that were declassified in part.

34.

0

35. Enter the num

35.

0

36. Total number

36.

0

37. Enter the num  
Sections 3.3 &

37.

14

38. Enter the num

38.

14

39. Enter the num  
completed dur.

39.

2

40. Enter the num  
classified or ur

40.

0

Use this space to elaborate  
changes in trends/num

11/26/08 - Spoke with John Powers —  
OPM met with ISOO about these  
documents. 1) They were referrals  
sent back to FBI, so OPM did  
not automatically declassify them and  
2) Response to FOIA.

~ Meredith Stewart

for any significant

1. There were 14 requests that were 25 years old and were automatically declassified.

2. Inspections were conducted at U.S. OPM Headquarters and OPM, Boyers, PA.

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1. Enter the **Fiscal Year** that this report covers.  
FY2009
2. Identify the **Department, independent agency or Establishment** that is covered by this report.  
U.S. Office of Personnel Management (OPM)
3. Enter the name, title, address, phone, fax, and email address of the **Senior Agency Official** (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.  
Dean S. Hunter 1900 E Street, N.W.  
Deputy Associate Director Room 1300 Phone: 202/606-3130  
Center For Security and Emergency Actions (CSEA) Washington, DC 20415
4. Enter the name, title, phone, fax and email address for the **point-of-contact** responsible for answering questions about this report.  
Christine V. Hamilton 1900 E Street, N.W.  
Security Specialist Room 1300 Phone: 202/606-1165  
Center for Security and Emergency Actions (CSEA) Secure Fax: 202/418-3062/Non-secure: 202/418-3349

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose **highest level** of original classification authority is **TOP SECRET**.
6. Enter the number of agency officials whose **highest level** of original classification authority is **SECRET**.
7. Enter the number of agency officials whose **highest level** of original classification authority is **CONFIDENTIAL**.
8. **Total number of officials with original classification authority.** (Sum of blocks 5, 6, & 7)

5.	0
6.	0
7.	0
8.	

## PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

9. Enter the number of original **TOP SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.
10. Enter the number of original **TOP SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.
11. **Total number of TOP SECRET original classification decisions.** (Sum of blocks 9 & 10)
12. Enter the number of original **SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.
13. Enter the number of original **SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.
14. **Total number of SECRET original classification decisions.** (Sum of blocks 12 & 13)
15. Enter the number of original **CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.
16. Enter the number of original **CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.
17. **Total number of CONFIDENTIAL original classification decisions.** (Sum of blocks 15 & 16)
18. **Total number of original classification decisions.** (Sum of blocks 11, 14, & 17)

9.	0
10.	0
11.	
12.	0
13.	0
14.	
15.	0
16.	0
17.	
18.	

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

19. Enter the number of **derivative TOP SECRET** classifications during the reporting period.
20. Enter the number of **derivative SECRET** classifications during the reporting period.
21. Enter the number of **derivative CONFIDENTIAL** classifications during the reporting period.
22. **Total number of derivative classification decisions.** (Sum of blocks 19, 20, & 21)

19	0
20.	0
21.	0
22.	

Enter the Fiscal Year that this report covers.

FY2009

Identify the Department, Independent agency or establishment that is covered by this report.  
U.S. Office of Personnel Management (OPM)

### PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.	23. 0
24. Enter the number of new requests received during the reporting period.	24. 0
25. Enter the number of requests carried over to the next reporting period.	25. 0
26. Enter the number of appeals carried over from the previous reporting period.	26. 0
27. Enter the number of new appeals received during the reporting period.	27. 0
28. Enter the number of appeals carried over to the next reporting period.	28. 0

### PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of requested pages that were declassified in full.	29. 0
30. Enter the number of requested pages that were declassified in part.	30. 0
31. Enter the number of requested pages that were denied declassification.	31. 0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32. 0
33. Enter the number of appealed pages that were declassified in full.	33. 0
34. Enter the number of appealed pages that were declassified in part.	34. 0
35. Enter the number of appealed pages that were denied declassification.	35. 0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36. 0

### PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO12958, as amended.	37. 12
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38. 12

### PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39. 0
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40. 0

### PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

The FOI/PA office received 12 classified FOIA requests that were 25 years old and were automatically declassified.



# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

<b>PART A: Identifying Information</b>	
1. Enter the <b>Fiscal Year</b> that this report covers.	1. <b>2010</b>
2. Identify the <b>Department, Independent agency</b> or <b>Establishment</b> that is covered by this report.	2. <b>U.S. Office of Personnel Management</b>
3. Enter the name, title, address, phone, fax, and e-mail address of the <b>Senior Agency Official</b> (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Richard S. Eligan, Jr., 1900 E Street, N.W. Room 1300 Phone: (202) 606-1496; Fax: (202) 418-3349 Richard.Eligan@opm.gov
4. Enter the name, title, phone, fax, and e-mail address for the <b>point-of-contact</b> responsible for answering questions about this report.	4. Christine V. Hamilton, 1900 E Street, N.W. Room 1300 Phone: (202) 608-1165; Fax: (202) 418-3349 christine.hamilton@opm.gov
<b>PART B: Officials with Original Classification Authority</b>	
5. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>TOP SECRET</b> .	5.
6. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>SECRET</b> .	6.
7. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>CONFIDENTIAL</b> .	7.
8. <b>Total</b> number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. <b>0</b>
<b>PART C: Original Classification Decisions</b>	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
9. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	9.
10. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	10.
11. <b>Total</b> number of <b>TOP SECRET</b> original classification decisions. (Sum of blocks 9 and 10)	11. <b>0</b>
12. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	12.
13. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	13.
14. <b>Total</b> number of <b>SECRET</b> original classification decisions. (Sum of blocks 12 and 13)	14. <b>0</b>
15. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	15.
16. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	16.
17. <b>Total</b> number of <b>CONFIDENTIAL</b> original classification decisions. (Sum of blocks 15 and 16)	17. <b>0</b>
18. <b>Total</b> number of original classification decisions. (Sum of blocks 11, 14, and 17)	18. <b>0</b>
<b>PART D: Derivative Classification Decisions</b>	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions during the reporting period.	19. <b>1</b>
20. Enter the number of <b>derivative SECRET</b> classification decisions during the reporting period.	20.
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions during the reporting period.	21.
22. <b>Total</b> number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22. <b>1</b>



<b>PART E: Mandatory Declassification Review Requests and Appeals</b>		
A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part J below where the number of requests or appeals carried forward between reporting period changes.		
23. Enter the number of requests carried over from the previous reporting period. (Block 25 on last year's report)	23.	0
24. Enter the number of new requests received during the reporting period.	24.	0
25. Enter the number of requests carried over to the next reporting period.	25.	0
26. Enter the number of appeals carried over from the previous reporting period. (Block 28 on last year's report)	26.	0
27. Enter the number of new appeals received during the reporting period.	27.	0
28. Enter the number of appeals carried over to the next reporting period.	28.	0
<b>PART F: Mandatory Declassification Review Decisions in Pages</b>		
29. Enter the number of requested pages that were declassified in full.	29.	
30. Enter the number of requested pages that were declassified in part.	30.	
31. Enter the number of requested pages that were denied declassification	31.	
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32.	0
33. Enter the number of appealed pages that were declassified in full.	33.	
34. Enter the number of appealed pages that were declassified in part.	34.	
35. Enter the number of appealed pages that were denied declassification	35.	
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, and 35)	36.	0
<b>PART G: Automatic, Systematic, and Discretionary Declassification Reviews</b>		
37. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	37.	52
38. Enter the number of pages declassified under section 3.3 of E.O. 13526.	38.	52
39. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	39.	0
40. Enter the number of pages declassified under section 3.4 of E.O. 13526.	40.	0
41. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	41.	0
42. Enter the number of pages declassified under section 3.1 of E.O. 13526.	42.	0
<b>PART H: Internal Agency Oversight</b>		
43. Enter the number of inspections, surveys, or program reviews conducted by your agency, covering any aspect of the security classification program, completed during the reporting period.	43.	1
44. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	44.	0
45. Enter the number of challenges where the classification status was fully affirmed.	45.	0
46. Enter the number of challenges where the classification status was overturned in whole or in part.	46.	0
<b>PART I: Classification Guides</b>		
47. Enter the number of security classification guides created by your agency and currently in use.	47.	0

PART J: Explanatory Comments	
<i>Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report. Additionally, select the sampling process your agency used in developing this year's report.</i>	
<b>Sampling Period (check one):</b> 2-Week <input type="checkbox"/> 4-Week <input type="checkbox"/> 8-Week <input type="checkbox"/> One Year <input checked="" type="checkbox"/> <b>Multiplier Applied (check one):</b> None <input type="checkbox"/> Other (Specify) <input type="checkbox"/>	

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1. Enter the Fiscal Year that this report covers.	<b>2011</b>
2. Identify the Department, Independent agency or Establishment that is covered by this report.	<b>2 U.S. Office of Personnel Management</b>
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Richard S. Egan, Director, Security Services 1900 E Street, N.W. Room 1300 Washington, DC 20415 Office: 202/606-1496 / email: Richard.Egan@opm.gov
4. Enter the name, title, phone, fax, and e-mail address for the point-of-contact responsible for answering questions about this report.	4. Kevin McCombs, Chief, Security Assessment  Office: 202/418-0201 / Email: kevin.mccombs@opm.gov

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5.	0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6.	0
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7.	0
8. Total number of officials with original classification authority (Sum of blocks 5, 6, & 7)	8.	0

## PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for or is under the control of the United States Government; (3) it falls into at least one of the categories found in section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9.	0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10.	0
11. Total number of TOP SECRET original classification decisions (Sum of blocks 9 and 10)	11.	0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12.	0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13.	0
14. Total number of SECRET original classification decisions (Sum of blocks 12 and 13)	14.	0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15.	0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16.	0
17. Total number of CONFIDENTIAL original classification decisions (Sum of blocks 15 and 16)	17.	0
18. Total number of original classification decisions (Sum of blocks 11, 14, and 17)	18.	0

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)

19. Enter the number of derivative TOP SECRET classification decisions during the reporting period	19.	0
20. Enter the number of derivative SECRET classification decisions during the reporting period	20.	11
21. Enter the number of derivative CONFIDENTIAL classification decisions during the reporting period	21.	3
22. Total number of derivative classification decisions (Sum of blocks 19, 20, and 21)	22.	14

<b>PART E: Mandatory Declassification Review Requests and Appeals</b>		
A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part J below where the number of requests or appeals carried forward between reporting period changes.		
23. Enter the number of requests carried over from the previous reporting period. (Block 25 on last year's report)	23	0
24. Enter the number of new requests received during the reporting period.	24	0
25. Enter the number of requests carried over to the next reporting period.	25	0
26. Enter the number of appeals carried over from the previous reporting period. (Block 28 on last year's report)	26	0
27. Enter the number of new appeals received during the reporting period.	27	0
28. Enter the number of appeals carried over to the next reporting period.	28	0
<b>PART F: Mandatory Declassification Review Decisions in Pages</b>		
29. Enter the number of requested pages that were declassified in full.	29	0
30. Enter the number of requested pages that were declassified in part.	30	0
31. Enter the number of requested pages that were denied declassification.	31	0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32	0
33. Enter the number of appealed pages that were declassified in full.	33	0
34. Enter the number of appealed pages that were declassified in part.	34	0
35. Enter the number of appealed pages that were denied declassification.	35	0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, and 35)	36	0
<b>PART G: Automatic, Systematic, and Discretionary Declassification Reviews</b>		
37. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	37	112
38. Enter the number of pages declassified under section 3.3 of E.O. 13526.	38	112
39. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	39	0
40. Enter the number of pages declassified under section 3.4 of E.O. 13526.	40	0
41. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	41	0
42. Enter the number of pages declassified under section 3.1 of E.O. 13526.	42	0
<b>PART II: Internal Agency Oversight</b>		
43. Enter the number of inspections, surveys, or program reviews conducted by your agency, covering any aspect of the security classification program, completed during the reporting period.	43	3
44. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	44	0
45. Enter the number of challenges where the classification status was fully affirmed.	45	0
46. Enter the number of challenges where the classification status was overturned in whole or in part.	46	0
<b>PART I: Classification Guides</b>		
47. Enter the number of security classification guides created by your agency and currently in use.	47	0

Fiscal Year

2011

Department or Agency U.S. Office of Personnel Management

**PART J: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends numbers from the previous year's report. Additionally, select the sampling process your agency used in developing this year's report.*

**Sampling Period (check one):**2-Week ☐4-Week ☐8-Week ☐One Year ☐**Multiplier Applied (check one):**None ☐Other (Specify) ☐

## AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

<b>PART A: Identifying Information</b>	
1. Enter the <b>Fiscal Year</b> that this report covers.	1. <b>2012</b>
2. Identify the <b>Department, Independent agency, or Establishment</b> that is covered by this report.	2. <b>U.S. Office of Personnel Management</b>
3. Enter the name, title, address, phone, fax, and e-mail address of the <b>Senior Agency Official</b> (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Richard S. Eligan, Director, Security Services 1900 E Street, N.W. Room 1300 Washington, DC 20415 Office: 202-606-1496 / E-mail: Richard.Eligan@opm.gov
4. Enter the name, title, phone, fax, and e-mail address for the <b>point-of-contact</b> responsible for answering questions about this report.	4. Kevin McCombs, Chief, Security Assessment Office: 202/418-0201 / E-mail: Kevin.McCombs@opm.gov
<b>PART B: Officials with Original Classification Authority</b>	
5. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>TOP SECRET</b> .	5. <b>0</b>
6. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>SECRET</b> .	6. <b>0</b>
7. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>CONFIDENTIAL</b> .	7. <b>0</b>
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. <b>0</b>
<b>PART C: Original Classification Decisions</b>	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
9. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	9. <b>0</b>
10. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	10. <b>0</b>
11. Total number of <b>TOP SECRET</b> original classification decisions. (Sum of blocks 9 & 10).	11. <b>0</b>
12. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	12. <b>0</b>
13. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	13. <b>0</b>
14. Total number of <b>SECRET</b> original classification decisions. (Sum of blocks 12 & 13)	14. <b>0</b>
15. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	15. <b>0</b>
16. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	16. <b>0</b>
17. Total number of <b>CONFIDENTIAL</b> original classification decisions. (Sum of blocks 15 & 16)	17. <b>0</b>
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. <b>0</b>
<b>PART D: Derivative Classification Decisions</b>	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions made during the reporting period.	19. <b>0</b>
20. Enter the number of <b>derivative SECRET</b> classification decisions made during the reporting period.	20. <b>5</b>
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions made during the reporting period.	21. <b>0</b>
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. <b>5</b>

<b>PART E: Mandatory Declassification Review Requests and Appeals</b>		
A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. For blocks 23-30, report only requests and appeals in which your agency is responsible for the final release.		
23. Enter the number of requests received during the reporting period.	23.	0
24. Enter the number of requests closed during the reporting period.	24.	0
25. Enter the number of requests that have been unresolved for over one year.	25.	0
26. Enter the average number of days to resolve each request.	26.	0
27. Enter the number of appeals received during the reporting period.	27.	0
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	0
For blocks 31-32, report the number of requests and appeals that were referred to your agency, and the referring agency is responsible for the final release.		
31. Enter the number of referred requests received during the reporting period.	31.	
32. Enter the number of referred appeals received during the reporting period.	32.	
<b>PART F: Mandatory Declassification Review Decisions in Pages</b> Count only those pages documented in blocks 23-30 above.		
33. Enter the number of requested pages that were declassified in full.	33.	0
34. Enter the number of requested pages that were declassified in part.	34.	0
35. Enter the number of requested pages that were denied declassification.	35.	0
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of appealed pages that were declassified in full.	37.	0
38. Enter the number of appealed pages that were declassified in part.	38.	0
39. Enter the number of appealed pages that were denied declassification.	39.	0
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	0
<b>PART G: Automatic, Systematic, and Discretionary Declassification Reviews</b>		
41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	41.	85
42. Enter the number of pages declassified under automatic declassification.	42.	85
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under systematic declassification.	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under discretionary declassification.	46.	0
<b>PART H: Internal Agency Oversight</b>		
47. Enter the number of self-inspections conducted by your agency, covering any aspect of the security classification program, during the reporting period.	47.	2
48. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	48.	0
49. Enter the number of challenges where the classification status was fully affirmed.	49.	0
50. Enter the number of challenges where the classification status was overturned in whole or in part.	50.	0
51. Enter the number of security classification guides created by your agency and currently in use.	51.	0

**PART I: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*





Facilities, Security,  
and Contracting

UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

November 4, 2014

John Fitzpatrick  
Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, DC 20408

Dear Mr. Fitzpatrick,

I have enclosed the U.S. Office of Personnel Management's Standard Form 311, "Agency Security Classification Management Program Data", for your review as required by Executive Order 13526. If there are any questions or concerns, please have a member of your staff contact Mark Anderson at (202) 418-3214 or Christine V. Wright at (202) 606-1165.

Sincerely,

A handwritten signature in black ink, appearing to read "K. McCombs", is written over a large, stylized "X" mark.

Kevin McCombs  
Director  
Security Services

Enclosure

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the Fiscal Year that this report covers.	1. 2014
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2. U.S. Office of Personnel Management
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Kevin McConnell, Director, Security Services 1900 E Street NW, Washington, DC 20415 Office: (202) 418-0201, Fax: (202) 606-2535
4. Enter the name, title, phone, fax, and email address for the point-of-contact responsible for answering questions about this report.	4. Christine Wright, Information Security Officer (202) 606-1165, Christine.wright@opm.gov
PART B: Officials with Original Classification Authority	
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 0
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 0
PART C: Original Classification Decisions	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10).	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14. 0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 0
PART D: Derivative Classification Decisions	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19. 0
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20. 13
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21. 1
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 14

**PART E: Mandatory Declassification Review Requests and Appeals**

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request.  
**Report only requests for your agency in which your agency is responsible for the final decision.**

23. Enter the number of <b>requests</b> received during the reporting period.	23.	0
24. Enter the number of <b>requests</b> closed during the reporting period.	24.	0
25. Enter the number of <b>requests</b> that have been unresolved for over one year.	25.	0
26. Enter the <b>average number of days</b> to resolve each request.	26.	0
27. Enter the number of <b>appeals</b> received during the reporting period.	27.	
28. Enter the number of <b>appeals</b> closed during the reporting period.	28.	0
29. Enter the number of <b>appeals</b> that have been unresolved for over one year.	29.	
30. Enter the <b>average number of days</b> to resolve each appeal.	30.	0

31. Enter the number of <b>referred requests</b> received during the reporting period.	31.	0
32. Enter the number of <b>referred appeals</b> received during the reporting period.	32.	0

**PART F: Mandatory Declassification Review Decisions in Pages**

33. Enter the number of <b>requested pages</b> that were declassified in full.	33.	0
34. Enter the number of <b>requested pages</b> that were declassified in part.	34.	0
35. Enter the number of <b>requested pages</b> that were denied declassification.	35.	0
36. Total number of <b>requested pages</b> acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of <b>appealed pages</b> that were declassified in full.	37.	0
38. Enter the number of <b>appealed pages</b> that were declassified in part.	38.	0
39. Enter the number of <b>appealed pages</b> that were denied declassification.	39.	0
40. Total number of <b>appealed pages</b> acted on. (Sum of blocks 37, 38, & 39)	40.	0

**PART G: Automatic, Systematic, and Discretionary Declassification Reviews**

41. Enter the number of pages reviewed that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	41.	52
42. Enter the number of pages declassified under <b>automatic declassification</b> .	42.	52
43. Enter the number of pages reviewed that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under <b>systematic declassification</b> .	44.	0
45. Enter the number of pages reviewed that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under <b>discretionary declassification</b> .	46.	0

**PART H: Internal Agency Oversight**

47. Enter the number of <b>self-inspections conducted</b> by your agency, covering any aspect of the security classification program, during the reporting period.	47.	3
48. Enter the number of <b>challenges</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	48.	0
49. Enter the number of <b>challenges</b> where the classification status was <b>fully affirmed</b> .	49.	0
50. Enter the number of <b>challenges</b> where the classification status was <b>overturned in whole or in part</b> .	50.	0
51. Enter the number of <b>security classification guides</b> created by your agency and currently in use.	51.	0

**PART I: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*

**For ISOO Use Only**

ISOO Analyst Name: Joseph R. Taylor, Jr.

Date of QC: 7 Nov 2014

Analyst Initials: JK



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

Facilities, Security, and  
Emergency Management

November 16, 2015

John P. Fitzpatrick  
Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, DC 20408

Dear Mr. Fitzpatrick,

Enclosed is the U. S. Office of Personnel Management's Standard Form 311, "Agency Security Classification Management Program Data", for your review as required by Executive Order 13526. If you have any questions, please contact Mark Anderson at 202-418-3214, or Christine Wright at (202) 606-1165.

Respectfully,

*Kevin McCombs*

KEVIN MCCOMBS  
Director  
Security Services

Enclosure

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the <b>Fiscal Year</b> that this report covers.	1. 2015
2. Identify the <b>Department, Independent agency, or Establishment</b> that is covered by this report.	2. U.S. Office of Personnel Management
3. Enter the name, title, address, phone, fax, and e-mail address of the <b>Senior Agency Official</b> (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Richard S. Eligan, Director, Security Services 1900 E Street, N.W. Room 1300 Washington, DC 20415 Office: 202-606-1496 / E-mail: Richard.Eligan@opm.gov
4. Enter the name, title, phone, fax, and email address for the <b>point-of-contact</b> responsible for answering questions about this report.	4. Kevin McCombs, Chief, Security Assessment Office: 202/418-0201 / E-mail: Kevin.McCombs@opm.gov
PART B: Officials with Original Classification Authority	
5. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>TOP SECRET</b> .	5. 0
6. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>SECRET</b> .	6. 0
7. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>CONFIDENTIAL</b> .	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 0
PART C: Original Classification Decisions	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
9. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	9. 0
10. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	10. 0
11. Total number of <b>TOP SECRET</b> original classification decisions. (Sum of blocks 9 & 10).	11. 0
12. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	12. 0
13. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	13. 0
14. Total number of <b>SECRET</b> original classification decisions. (Sum of blocks 12 & 13)	14. 0
15. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	15. 0
16. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	16. 0
17. Total number of <b>CONFIDENTIAL</b> original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 0
PART D: Derivative Classification Decisions	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions made during the reporting period.	19. 0
20. Enter the number of <b>derivative SECRET</b> classification decisions made during the reporting period.	20. 5
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions made during the reporting period.	21. 0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 5

**PART E: Mandatory Declassification Review Requests and Appeals**

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request.  
**Report only requests for your agency in which your agency is responsible for the final decision.**

23. Enter the number of <b>requests</b> received during the reporting period.	23.	0
24. Enter the number of <b>requests</b> closed during the reporting period.	24.	0
25. Enter the number of <b>requests</b> that have been unresolved for over one year.	25.	0
26. Enter the <b>average number of days</b> to resolve each request.	26.	0
27. Enter the number of <b>appeals</b> received during the reporting period.	27.	0
28. Enter the number of <b>appeals</b> closed during the reporting period.	28.	0
29. Enter the number of <b>appeals</b> that have been unresolved for over one year.	29.	0
30. Enter the <b>average number of days</b> to resolve each appeal.	30.	0

31. Enter the number of <b>referred requests</b> received during the reporting period.	31.	
32. Enter the number of <b>referred appeals</b> received during the reporting period.	32.	

**PART F: Mandatory Declassification Review Decisions in Pages**

33. Enter the number of <b>requested pages</b> that were declassified in full.	33.	0
34. Enter the number of <b>requested pages</b> that were declassified in part.	34.	0
35. Enter the number of <b>requested pages</b> that were <b>denied</b> declassification.	35.	0
36. Total number of <b>requested pages</b> acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of <b>appealed pages</b> that were declassified in full.	37.	0
38. Enter the number of <b>appealed pages</b> that were declassified in part.	38.	0
39. Enter the number of <b>appealed pages</b> that were <b>denied</b> declassification.	39.	0
40. Total number of <b>appealed pages</b> acted on. (Sum of blocks 37, 38, & 39)	40.	0

**PART G: Automatic, Systematic, and Discretionary Declassification Reviews**

41. Enter the number of pages <b>reviewed</b> that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	41.	85
42. Enter the number of pages <b>declassified</b> under <b>automatic declassification</b> .	42.	85
43. Enter the number of pages <b>reviewed</b> that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages <b>declassified</b> under <b>systematic declassification</b> .	44.	0
45. Enter the number of pages <b>reviewed</b> that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages <b>declassified</b> under <b>discretionary declassification</b> .	46.	0

**PART H: Internal Agency Oversight**

47. Enter the number of <b>self-inspections conducted</b> by your agency, covering any aspect of the security classification program, during the reporting period.	47.	2
48. Enter the number of <b>challenges</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	48.	0
49. Enter the number of <b>challenges</b> where the classification status was <b>fully affirmed</b> .	49.	0
50. Enter the number of <b>challenges</b> where the classification status was <b>overturned in whole or in part</b> .	50.	0
51. Enter the number of <b>security classification guides</b> created by your agency and <b>currently in use</b> .	51.	0

**PART I: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*

***For ISOO Use Only***

ISOO Analyst Name: \_\_\_\_\_

Date of QC: \_\_\_\_\_

Analyst Initials: \_\_\_\_\_





UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

Facilities, Security, &  
Emergency Management

December 8, 2016

William A. Cira  
Acting Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, DC 20408

Dear Mr. Cira,

Enclosed is a revised Standard Form 311, "Agency Security Classification Management Program Data," from the U.S. Office of Personnel Management for your review, as required by Executive Order 13526. Should you have any questions regarding the report, please contact me directly at (202) 418-0201 or via e-mail at

[Kevin.McCombs@opm.gov](mailto:Kevin.McCombs@opm.gov).

Respectfully,

Kevin  
McCombs

Digitally signed by Kevin McCombs  
DN: c=United States, o=Office of  
Personnel Management, ou=US OPM,  
email=Kevin.McCombs@opm.gov, c=US  
Date: 2016.12.09 13:17:00 -0500

Kevin McCombs  
Director  
Security Services

Enclosure

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the Fiscal Year that this report covers.	1. 2016
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2. US Office of Personnel Management
3. Enter the name and title of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Mr. Kevin McCombs, Director, Security Services, FSEM
4. Enter the name, title, phone, and email address for the point-of-contact responsible for answering questions about this report.	4. Christine V. Wright, Information Security Officer, 202/606-1165
PART B: Officials with Original Classification Authority	
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 0
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 0
PART C: Original Classification Decisions	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10).	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14. 0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 0
PART D: Derivative Classification Decisions	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19. 0
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20. 26
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21. 0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 26

<b>PART E: Mandatory Declassification Review Requests and Appeals</b>		
A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision.		
23. Enter the number of requests received during the reporting period.	23.	0
24. Enter the number of requests closed during the reporting period.	24.	0
25. Enter the number of requests that have been unresolved for over one year.	25.	0
26. Enter the average number of days to resolve each request.	26.	0
27. Enter the number of appeals received during the reporting period.	27.	0
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	0
<b>PART F: Mandatory Declassification Review Decisions in Pages</b>		
33. Enter the number of requested pages that were declassified in full.	33.	
34. Enter the number of requested pages that were declassified in part.	34.	
35. Enter the number of requested pages that were denied declassification.	35.	
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of appealed pages that were declassified in full.	37.	
38. Enter the number of appealed pages that were declassified in part.	38.	
39. Enter the number of appealed pages that were denied declassification.	39.	
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	0
<b>PART G: Automatic, Systematic, and Discretionary Declassification Reviews</b>		
41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	41.	17
42. Enter the number of pages declassified under automatic declassification.	42.	17
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under systematic declassification.	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under discretionary declassification.	46.	0
<b>PART H: Internal Agency Oversight</b>		
47. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	47.	0
48. Enter the number of challenges where the classification status was fully affirmed.	48.	0
49. Enter the number of challenges where the classification status was overturned in whole or in part.	49.	0

**PART I: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*

This revised SF311 is being submitted to correct to the total number of derivative classification actions that were reported for FY16. In our initial reporting, derivative classifiers erroneously reported electronic transmittal actions as derivative classification action.

***For ISOO Use Only***

ISOO Analyst Name: \_\_\_\_\_

Date of QC: \_\_\_\_\_

Analyst Initials: \_\_\_\_\_



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

Facilities, Security, &  
Emergency Management

November 8, 2017

Mark A. Bradley  
Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, DC 20408

Dear Mr. Bradley,

Enclosed is the U.S. Office of Personnel Management's FY17 Agency Security  
Classification Management Program Data, SF-311, for your review as required by  
Executive Order 13526. If you have any questions, please contact Ms. Christine Wright,  
Information Security Specialist at 202-606-1165.

Respectfully,

KEVIN  
MCCOMBS

Digitally signed by KEVIN MCCOMBS  
DN: cn=us, o=U.S. Government, ou=Office of  
Personnel Management, cn=KEVIN MCCOMBS,  
0.9.2342.1.19200302.100.1.8=24001000002058  
Date: 2017.11.08 08:18:52 -0500

Kevin McCombs  
Director  
Security Services

Enclosure

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the <b>Fiscal Year</b> that this report covers.		1. 2017
2. Identify the <b>Department, Independent agency, or Establishment</b> that is covered by this report.	2. OPM: Office of Personnel Management	
3. Enter the name and title of the <b>Senior Agency Official</b> (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Kevin McCombs, Director, Security Services	
4. <b>Point-of-contact</b> responsible for answering questions about this report:		
4a. Name:	4a. Christine V. Wright	
4b. Title:	4b. Information Security Specialist	
4c. Email address:	4c. christine.wright@opm.gov	
4d. Phone number:	4d. (202) 606-1165	
PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>TOP SECRET</b> .	5.	0
6. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>SECRET</b> .	6.	0
7. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>CONFIDENTIAL</b> .	7.	0
8. <b>Total</b> number of officials with original classification authority. (Sum of blocks 5, 6, and 7)	8.	0
PART C: Original Classification Decisions		
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
9. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period <b>with declassification instructions of 10 years or less</b> .	9.	0
10. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period <b>with declassification instructions ranging from over 10 years to 25 years</b> .	10.	0
11. <b>Total</b> number of <b>TOP SECRET</b> original classification decisions. (Sum of blocks 9 and 10)	11.	0
12. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period <b>with declassification instructions of 10 years or less</b> .	12.	0
13. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period <b>with declassification instructions ranging from over 10 years to 25 years</b> .	13.	0
14. <b>Total</b> number of <b>SECRET</b> original classification decisions. (Sum of blocks 12 and 13)	14.	0
15. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period <b>with declassification instructions of 10 years or less</b> .	15.	0
16. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period <b>with declassification instructions ranging from over 10 years to 25 years</b> .	16.	0
17. <b>Total</b> number of <b>CONFIDENTIAL</b> original classification decisions. (Sum of blocks 15 and 16)	17.	0
18. <b>Total</b> number of original classification decisions. (Sum of blocks 11, 14, and 17)	18.	0

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PART D: Derivative Classification Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions made during the reporting period.	19.	60
20. Enter the number of <b>derivative SECRET</b> classification decisions made during the reporting period.	20.	358
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions made during the reporting period.	21.	
22. <b>Total</b> number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22.	418
PART E: Mandatory Declassification Review Requests		
A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed as part of the request. <b>Report only requests for your agency in which your agency is responsible for the final decision.</b>		
23. Enter the number of <b>REQUESTS</b> received during the reporting period.	23.	0
24. Enter the number of <b>REQUESTS</b> closed during the reporting period.	24.	0
25. <b>Of the REQUESTS entered into block 24, enter the number of pages that were:</b>	25.	
a. Declassified <b>in full</b> .	25a.	0
b. Declassified <b>in part</b> .	25b.	0
c. <b>Denied</b> declassification.	25c.	0
d. <b>Total</b> number of requested pages acted on. (Sum of blocks a, b, and c)	25d.	0
26. Enter the number of <b>REQUESTS</b> that have been unresolved for over one year.	26.	0
27. Enter the <b>AVERAGE NUMBER OF DAYS</b> to resolve each request.	27.	0
28. Enter the number of <b>REFERRED REQUESTS</b> received during the reporting period. (Number of requests referred to your agency from another agency)	28.	0
PART F: Mandatory Declassification Review Appeals		
An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed as part of the request. <b>Report only appeals for your agency in which your agency is responsible for the final decision.</b>		
29. Enter the number of <b>APPEALS</b> received during the reporting period.	29.	0
30. Enter the number of <b>APPEALS</b> closed during the reporting period.	30.	0
31. <b>Of the APPEALS entered into block 30, enter the number of pages that were:</b>	31.	
a. Declassified <b>in full</b> .	31a.	0
b. Declassified <b>in part</b> .	31b.	0
c. <b>Denied</b> declassification.	31c.	0
d. <b>Total</b> number of appealed pages acted on. (Sum of blocks a, b, and c)	31d.	0
32. Enter the number of <b>APPEALS</b> that have been unresolved for over one year.	32.	0
33. Enter the <b>AVERAGE NUMBER OF DAYS</b> to resolve each appeal.	33.	0
34. Enter the number of <b>REFERRED APPEALS</b> received during the reporting period. (Number of appeals referred to your agency from another agency)	34.	0

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PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
35. Enter the number of pages <b>REVIEWED</b> that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	35.	75
36. Enter the number of pages <b>DECLASSIFIED</b> under <b>automatic declassification</b> .	36.	75
37. Enter the number of pages <b>REVIEWED</b> that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	37.	0
38. Enter the number of pages <b>DECLASSIFIED</b> under <b>systematic declassification</b> .	38.	0
39. Enter the number of pages <b>REVIEWED</b> that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	39.	0
40. Enter the number of pages <b>DECLASSIFIED</b> under <b>discretionary declassification</b> .	40.	0
PART H: Internal Agency Oversight		
41. Enter the number of <b>CHALLENGES</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	41.	0
42. Enter the number of <b>CHALLENGES</b> where the classification status was <b>fully affirmed</b> .	42.	0
43. Enter the number of <b>CHALLENGES</b> where the classification status was <b>overturned in whole or in part</b> .	43.	0
PART I: Intelligence Community (IC) Information		
This section applies only to IC agencies and IC components of other agencies who <i>originally apply</i> the ORCON and ORCON-USGOV dissemination control. This information, along with ISOO's annual inspection reports will be used to inform the annual report to the DNI on the use of classification markings.		
<b>Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON.</b>		
44. Enter <b>PERCENTAGE</b> of your organization's classified disseminated analytic products originally marked <b>ORCON</b> .	44.	0.00%
45. Enter <b>TOTAL NUMBER</b> of your organization's classified disseminated analytic products originally marked <b>ORCON</b> .	45.	
46. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of ORCON in <b>full</b> .	46.	
47. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of ORCON in <b>part</b> . Provide explanation for partial denial in part J below.	47.	
48. Enter the number of ORCON expanded dissemination requests <b>DENIED</b> . Provide explanation for denial in part J below.	48.	
<b>Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON-USGOV.</b>		
49. Enter <b>PERCENTAGE</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	49.	0.00%
50. Enter <b>TOTAL NUMBER</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	50.	
51. Provide <b>TOTAL NUMBER</b> of reports of <b>potential misapplication</b> of the ORCON marking. Provide background information on each occurrence in Part J below.	51.	
52. Has your organization been <b>NEGATIVELY IMPACTED</b> by information being marked with ORCON or ORCON-USGOV control marking? If yes, provide explanation in Part J below.	52.	N/A



**PART J: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*